1. **Call to Order**

2. **Welcome from Lynn Rehn, VP for Administration**
   a. Employed with USM for 26 years
   b. UMCES is a research and graduate education institution
      i. Marine and Environmental Science
      ii. Partnership between College Park, Eastern Shore, FSU, UMBC
      iii. Nationally renowned program
   c. Laboratories
      i. Chesapeake Biological Laboratory (Solomon’s Is.)
      ii. Horn Point Lab in Cambridge
      iii. Appalachian Lab in Frostburg
      iv. IMET in Baltimore
      v. Integration and Application Network in Annapolis

3. **Consent Agenda & Materials July 2019**

4. **Approval of Minutes from June 2019**

5. **Chancellor’s Liaison’s Report – Tom Hoffacker**
   a. New nonexempt structure effective in early July (this month)
      i. Increased 4%
      ii. Salary market examined and determined to be going up 2% per year, so they decided on 4% increase to cover two-year period before next examination
      iii. Effects 1200 people who fell below new minimums
      iv. Changed most recently 2 years ago with 5.6%
      v. Exempt structure did not change last year, but changed 7.6% several years ago
      vi. 3% COLA went into effect on July 1 and then nonexempt structure was effective a few days later
      vii. Reestablished grade 17
          o College Park and UMB have trouble with recruiting certain trades
   b. Amendments to Faculty and Staff Parental Leave Policies
      i. Increased paid parental leave from 8 weeks to 12 weeks
      ii. Must exhaust personal, annual, and holiday leave before you can take paid parental leave (supplemental paid leave)
          o Must be taken all at one time (not intermittently)
   c. Amendments to Faculty and Staff Sick Leave Policies and Contingent Employees Policy,
      i. Sick and Safe Leave Bill passed in Legislative session
      ii. Expansion of the definition of “family member”
      iii. Concept of “safe leave” installed
          o Sexual assault, domestic violence, or stalking
d. New policy on Sick and Safe Leave for Contingent Category 1 and Certain Other Employees

6. **Discussion with Linda R. Gooden, Chair – Board of Regents** *(10:30 AM)*

   a. Board of Regents spent a good amount of time working with legislators and presidents to make sure we are doing the right things at the right time for the Board
   b. Called in independent group to examine board and make recommendations
   I. Findings shared with public and legislators
   II. Appointed former board member to oversee the group and proceed with plans around recommendations
   c. Re-establish the importance of shared governance
   d. More transparency
   I. Public sessions are richer and longer
   e. Best budget year in Annapolis
   I. Went up nearly 8%
   II. Allowed us to limit tuition increase to 2%
   III. Provided for 3% COLA
   f. Leadership Searches are underway
   I. Ten listening sessions held
   1. Goal was to hear from as many groups as possible
   2. Though groups in listening sessions were different, they lined up on many of the themes
   I. College Park president to be named in April 2020 and Chancellor to be named in December 2019
   II. Coppin President search underway
   1. No plans to merge Coppin, UB, and BCCC at this time
   2. Schools will work more collectively for R&D, etc.
   3. We expect the Legislature will give us a directive to look at it, but we have no plans at this time
   4. President to be named in January 2020
   g. Questions and Answers
   1. Why the lack of staff representation (CUSS) on past presidential and chancellor searches?
   a. We are trying to move searches to 15-18 max and still get the representation necessary.
   b. Student group did a presentation to the Board to make a case for being represented and is now in the policy
   c. CUSS should make a formal proposal to be included
   d. New chancellor search went from about 6 people to 16
   i. Presidents, CUSF, Business Leaders are represented
   ii. Executive Committee of BoR
   iii. Former Regent and Student Regent also included
   2. How will recent Middle States warning effect the
Presidential search at College Park?
   a. External world might not see the problems that we see locally, so there isn’t much effect on the search pool at this time
   b. Most issues they saw have been solved
      i. Article 7 – Governance
      ii. BoR overstepped its bounds in governance by ordering the President to take an action
      iii. BoR meets monthly with Dr. Loh
      iv. Many listening sessions held at College Park
      v. We are expecting clean bill of health in March

3. How will the BoR increase transparency?
   a. Starting in the fall, all public meetings will be live streamed
   b. Revamped the agendas to make more issues public (committee work, etc.)
   c. Listening sessions around the state
   d. Many things must still be done in closed session because of state law

4. Are there policies around who chooses search committees and how many times each member can and should serve?
   a. Yes, there are policies in process and Lisa will send them out to the group later.
   b. We are working to make sure each campus has a Regent assigned to it to assure equal representation and alignment.
   c. Presidential Search policy is currently being revamped
   d. Chancellor Search policy didn’t exist before now

5. You mentioned that you did 10 listening groups and they are aligning. How?
   a. Building positive relationships with all stakeholders
   b. Make sure the future chancellor has a vision for what education will look like 10 years down the road
      i. Technology
      ii. Competition
      iii. Economic downturn
   c. Chancellor should be more visible across the system
   d. Lisa will send out greater list later

6. As the Co-Chair of the Search Committee for the Chancellor, what are your goals?
   a. Chancellor should start building trust on day 1
   b. Bring in the right consultants to push the
strategy to drive to what education will look like in 10-20 years
   i.  Certifications?
   ii. Certificates?
   iii. Full degrees?
   iv.  What do college students actually need?
   c.  Get out and do listening sessions across the system
   d.  Team building and strategic focus-centered
   e.  You will see more of the present Chancellor in his last year and will see more of the new Chancellor, once he or she is hired

7. The last two Chancellors have had connections to the System. What about this next person?
   a.  We are looking for the best candidate for the job
   b.  If we found the right person and they went to MD, it would be an added benefit

8. Salary Compression – do we ever request Merit as part of our budget?
   a.  Merit is handled at University level, not the System level
   b.  BoR has urged Presidents to look at it closely
   c.  Compensation has to be covered in closed session at BoR level, but Salary Survey/Study shouldn’t be closed and probably could be shared.

9. Can the BoR be more involved in Effectiveness and Efficiency across the System? It seems like we aren’t collaborating enough as a system to manage budgets to maximize our money.
   a.  We are all over that! We are working together and finally have a finance person who understands how the process works and what low-hanging fruit can be reached for in order help save some money across all the institutions
      i.  Work Day vs PeopleSoft, etc.

10. Can the transfer process from community colleges to USM institutions be more streamlined?
    a.  It is on our plate of things to look at in the future.

7. **Chair’s Report**
   a.  No Chancellor’s Council Meeting for July
   b.  Listening session for Chancellor search was held last week
      i.  Please go to website Lisa provided via email and give your additional input, if you have it!
8. Committee Meetings

9. LUNCH (Tentative Working Lunch)

10. Committee Reports
   a. Benefits and Compensation
      i. Extra day off granted by Governor Hogan
         1. How are each of the institutions providing it?
      ii. Next year’s goals
         1. Continuing the discussions about ombudsperson, Rx for retirees, online benefits
      iii. Susan Holt stepping down as chair due to election as Co-Secretary
         1. Elizabeth Hinson from UMCP nominated to replace
   b. Board of Regents Awards
      i. SharePoint will still be supported at Coppin, though there is no longer a SharePoint administrator there. Contact Anthony Littlejohn for getting access to the system.
         1. Email Tom at System to work on getting CUSS SharePoint site moved to a different institution
      ii. Grading process included just the committee and volunteers. Will be maintained for next year.
      iii. Will continue to focus on the impact the nominee has in each category instead of expecting the nominees to go so much “above and beyond”
      iv. Perhaps post some examples of “award winning” packets on CUSS website to help provide clarity of what we expect
   c. Communications and Marketing
      i. Will follow-up with POCs for August deadline
      ii. Will give POCs guidelines regarding what should be submitted and how it should be submitted
      iii. If the POC for your institution is changing, please let Laila know.
   d. Legislative and Policy
      i. Google Doc for Advocacy Day so it can be shared when people come and go
      ii. We hope to have Andy Clark come to November meeting
   e. Executive Committee
      i. Member information form – Laila will follow-up this week

11. Old Business
   a. Executive Board Elections: Vice-Chair Nominations/Elections
      i. Nicole Miskimmon cannot be Vice-Chair now that she is moving to UMCP
      ii. Kalia Patricio from UMCP elected to replace her

12. New Business
   a. Chancellor Search Listening Session
      i. Please utilize the web address to provide your feedback toward participation in new Chancellor’s search. We can’t advocate for involvement if we don’t participate.
b. August New Members Orientation
   i. Will be putting together the new member packet and will address it one hour before August meeting starts
      1. If there were things that would have been helpful to know at that first meeting in August, please let us know. Likewise, please let us know what is covered that isn’t helpful.
         a. Expectations regarding Primary and Alternate attendance aren’t clear
         b. Please email Laila within the next couple of weeks if you have feedback.
         c. We will work with Student Group to see if they will share their proposal for the Chancellor’s search with us to see and work on to submit for future

13. Institution Updates

14. Adjourn

Conference Call Information
+1 929 205 6099
Meeting ID: 478 740 332

Next Meeting: Tuesday, August 13 at Salisbury University
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Tom Hofferer
**Communications & Marketing Committee Attendance**

**Meeting Date:** 7/23/19

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**Meeting Notes:**

- Follow-up with newsletter POC August deadline
- Evidence on what to send for newsletter updates
- Voting new chairs
- New section on shared governance
- Message from the Chancellor
- New doc's - Ladin will send update
Benefits & Compensation Committee Attendance

Meeting Date: 7/23/19

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Meeting Notes:

- Discussed floating holiday fee July 5th
- Busser assigned 12/20
- College HR discussion
- UMBC assigned 12/4
- Frostburg need Hall Day of Maying will use spares leave
- Ask general group about 7/5 holiday
- Language granted as a holiday may be covered by MOU
- UMUC - Development opportunities maybe across the system - Talk to UMUC show that works
- Prescriptions coverage - Degree of policy tied to
- Enforcement monitoring online enrollment for benefits
- Need a new chair
Executive Committee Attendance

Meeting Date: 7/23/19

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Meeting Notes:

- Prep for new member orientation
- Member Info Form
- Formal request to BoR about search comm.
  - Langston? Drew?
### Legislative Affairs & Policy Committee Attendance

**Meeting Date:** 3/23/19

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**Meeting Notes:**

- Set up Google drive for Advocacy Day files
  - Easier sharing
  - Knowledge retention

- Reconfirm Andy Clarke's participation in November to begin setting up tasks for Advocacy Day.
BoT Staff Awards & Recognition Committee Attendance

Meeting Date: July 25, 2019

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Meeting Notes:

Reminder to Group: we are BoT Recognition.

- Certificates for CUSS are done than us.
- Certificates by July.
- SharePoint conversations:
  - COPIN will hub SP for now, but we may want to move hosting to the system. (AL will try to find a system contact)
  - Teni will be meeting with Pres Council about BoT process.
  - It may be a good idea to explain the process on campuses.
- We liked committee + volunteers, want to stick with this next year.
- Are we okay with a person who is just doing their job - they can still be deserving when they make an impact.